



## Memorandum of Understanding

This memorandum of understanding is between the Mentor and the Protégée participating in the Caltrans Districts 7, 8, and 12 Mentor-Protégé Program.

<b>Mentor Name:</b>	
<b>Address:</b>	
<b>City/Zip</b>	
<b>Contact Person 1 (Name/Tel/E-mail)</b>	
<b>Contact Person 2 (Name/Tel/E-mail)</b>	
<b>Business Focus:</b>	1. 2. 3.

<b>Protégé</b>	
<b>Address:</b>	
<b>City/Zip</b>	
<b>Contact Person 1 (Name/Tel/E-mail)</b>	
<b>Contact Person 1 (Name/Tel/E-mail)</b>	
<b>Business Focus:</b>	1. 2. 3.

**I. Goals & Objectives Defined:**

1. Mentor to assist Protégé in Business in Operational Functions.
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**II. Method or Approach in meeting the Goals & Objectives:**

1. Mentor/Protégé to meet Biweekly/Monthly
2. Mentor/Protégé to identify future teaming opportunities

**III. MOU Duration: This Mentor/Protégée Agreement is for   \_\_ 1 year                   \_\_ 2 years.**

**IV. Define Success Measures:**

1. Mentor to assist Protégé in Business in Operational Functions.
2. \_\_\_\_\_

<b>Mentor:</b>	<b>Protégé:</b>
Reviewed & Approved by: _____	Reviewed & Approved by: _____
Signature: _____	Signature: _____
Date: _____	Date: _____

\*\* Please submit completed MOU to:

Department of Transportation  
Division of Program & Project Management  
Office of Consultant Services, MS-2  
**Attn: Jay Shah**  
100 S. Main St., Ste. 100  
Los Angeles, CA 90012